

## **Expression of Interest**

### **United States Department of Agriculture Natural Resources Conservation Service (NRCS)**

#### **Development Opportunity Placement Program (DOPP)**

**Opportunity Identification Number:** NRCS-06-DOPP-004

**Opening Date:** September 18, 2006

**Closing Date:** October 6, 2006

**Position Title:** Technical Guides Policy Analyst

**Series & Grade:** GS-401/457-11/12

**Duty Locations:** Washington, D.C.

**Duration of Assignment:** Minimum of 31 days, NTE 6 months

**Basic Eligibility:** The Development Opportunity Placement Program is open to all qualified current and full-time permanent USDA employees.

**Note:** This is an Expression of Interest, not a competitive vacancy announcement. Priority consideration will be given to eligible and qualified Tier One and Two Class Agents under the Basu Settlement Agreement for the first eighteen (18) months of the program.

#### **Who Is Eligible for Consideration**

This Expression of Interest is limited to USDA permanent employees who are at the GS-9 or above grade level.

#### **Development Opportunity Assignment**

The incumbent serves as a Technical Guides Policy Analyst with the Ecological Sciences Division of the Natural Resources Conservation Service and will work with the Executive Secretary, National Technical Guide Committee. This position may be filled by detail or temporary promotion, depending on the selectee's availability and qualifications.

This opportunity is a developmental assignment and is expected to begin on or around November 13, 2006. Developmental activities are those designed to develop or enhance specific competencies and abilities, e.g., on-the-job training activities, shadowing assignments, details, and special project teams.

Upon completion of this assignment, incumbent will be returned to their current position of record.

## **Major Duties**

The incumbent serves as a Technical Guides Policy Analyst with the Ecological Sciences Division of the Natural Resources Conservation Service. The incumbent will work with the Executive Secretary, National Technical Guide Committee (NTGC) and solicit feedback on activities of the NTGC from technical specialists at State Offices, Technology Service Centers, and National office levels. In addition, the incumbent will work with programmers at the National Information Technology Center (NITC) to implement a new design for the Field Office Technical Guide (FOTG web-site, assist with planning and implementation of the Conservation Practice Physical Effects (CPPPE) as an integrated planning tool; and collect and analyze feedback from FOTG users and NTGC project planners, through workshops, net teleconferences as well as writing reports.

## **Bargaining Unit Status:**

This position is not included in the Bargaining Unit.

## **Eligibility Requirements:**

### **GS-401 SERIES:**

- A. Degree: Bachelors degree or higher in the biological sciences, agriculture, natural resource management, chemistry, or related disciplines appropriate to the position.

OR

- B. Combination of Education and Experience: Completion of a major field of study as specific by the college or university attended appropriate to the position, as shown in A above, plus appropriate experience or additional education.

OR

- C. One year of specialized experience equivalent in level of difficulty and responsibility to the next lower level in the Federal service and meet time-in-grade requirements. This experience is typically in, or related to, the work of the position being filled.

### **GS-457 SERIES:**

- A. Degree soil conservation or related agricultural or natural resource discipline such as agronomy, soil science, forestry, agricultural education, or agricultural engineering. The study must have included 30 semester hours including 300 and 400 level courses in a natural resource or agricultural field, including at least 12 semester hours in a combination of soils and crops or plant science. Of the 12 semester hours, minimum of 3 semester hours must have been in soils and 3 semester hours in crops or plant science.

OR

- B. Combination of Education and Experience: at least 30 semester hours including 300 and 400 level courses in one or more of the disciplines as shown in A above, including at least 12 semester hours in a combination of soils and crops or plant science, plus appropriate experience or additional education. Of the 12 semester hours, a minimum of 3 semester hours must have been in soils and 3 semester hours in crops or plant science.

OR

- C. One year of specialized experience equivalent in level of difficulty and responsibility to the next lower level in the Federal service and meet time-in-grade requirements. This experience is typically in, or related to, the work of the position being filled.

**TEMPORARY PROMOTION ELIGIBILITY REQUIREMENTS:** In addition to the basic requirements, applicants must have 1 year of specialized experience equivalent in level of difficulty and responsibility to the next lower level in the Federal service and meet time-in-grade requirements. This experience is typically in, or related to, the work of the position being filled.

**EDUCATION SUBSTITUTION FOR SPECIALIZED EXPERIENCE AT THE GS-11 LEVEL:** In addition to the basic requirements, applicants must have Ph.D. or equivalent doctoral degree or three years of progressively higher level graduate level education leading to an LL.M. or doctoral degree in a related field of study.

There is no education substitution for specialized experience at the GS-12 level.

**Submission Requirements** (Incomplete packages will not be considered)

Interested candidates who meet the basic eligibility requirements may file for consideration by sending the following MANDATORY documents to the address indicated on the last page of this announcement:

- \* Resume or OF-612.
- \* Most recent Notification of Personnel Action (SF-50).
- \* Most recent performance appraisal.
- \* Narrative (not to exceed one page) of how the assignment will be commensurate with your interests, background and developmental needs and will enhance your career goals.
- \* Description (not to exceed one page) of skills and knowledge you will bring to the assignment.
- \* Development Opportunity Placement Program Coversheet.

**\*\*Your submission must be received by 5:00 p.m. Eastern Time on the closing date of this Expression of Interest. Please submit your documents to the following address:**

U.S. Department of Agriculture  
Office of Human Capital Management  
Attention: Michael D. Scott  
1400 Independence Avenue, S.W.  
Room 316-W  
Washington, D.C. 20250-9892  
Fax: (202) 720-7850

**For more information:** Please direct questions on the administrative process to Michael D. Scott at (202) 720-6104, and questions regarding the nature of the assignment to Bill Boyer at (202) 720-0307.

**Information on Status, Benefits and Relocation Expenses**

Travel expenses associated with the assignment will be reimbursed in accordance with applicable Government travel regulations.

**Reasonable Accommodation Statement**

USDA provides reasonable accommodations to employees with disabilities. If you need a reasonable accommodation for any part of the submission process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis.

**THE FEDERAL GOVERNMENT IS AN EQUAL OPPORTUNITY EMPLOYER.**